



NSPS Newsletter

AF National Security Personnel System Office
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NSPS Spiral 1.2 Announced

AF Announces NSPS Spiral 1.2

The Department of the Air Force has announced that it will convert approximately 37,000 employees to the human resources portion of the National Security Personnel System (NSPS) from October 2006 through January 2007.

Civilians from organizations across AF, including overseas locations, are included in this group, known as Spiral 1.2. Two target dates have been established for AF: 11,000 employees will convert to NSPS in October; the second group of 26,000 employees will convert in Jan 2007. Splitting implementation into two time frames will ensure managers and employees are able to receive training on the new pay and personnel rules.

The first group, dubbed **Spiral 1.2B** (indicating the second pay period in the conversion period), converts on 15 October and includes non-bargaining unit positions at the following bases:

Air Combat Command (ACC): Cannon, Davis Monthan, Dyess, Ellsworth, Offutt, Seymour-Johnson

Air Education and Training Command (AETC): Columbus, Goodfellow, Lackland, Laughlin

Air Force District of Washington (AFDW): Elements of HQ AF, 11th Wing, WWS, AF Real Property Agency, AFPOA

Air Force Material Command (AFMC): Arnold, Brooks, Eglin, Kirtland

Air Force Reserve Command (AFRC): March ARB

Air Force Space Command (AFSPC): Patrick, Peterson, F.E. Warren, Malmstrom

Air Mobility Command (AMC): Charleston, Dover, McConnell, McGuire, Scott

The second group to convert, known as **Spiral 1.2H**, converts on 21 January 2007 and includes non-bargaining unit positions at the following bases:

Air Combat Command (ACC): Barksdale, Beale, Holloman, Langley, Minot, Moody, Mountain Home, Nellis, Shaw, Whiteman

Air Education and Training Command (AETC): Altus, Keesler, Little Rock, Luke, Maxwell, Randolph, Sheppard, Tyndall, Vance

Air Force District of Washington (AFDW): DC, Andrews

Air Force Material Command (AFMC): Edwards, Hanscom, Hill, Robins, Wright-Patterson

Air Force Reserve Command (AFRC): Air Reserve Personnel Center, Carswell, Dobbins, Grissom, Homestead, Minneapolis/St. Paul, Niagara Falls, Pittsburgh, Westover, Youngstown

Air Force Space Command (AFSPC): Buckley, Schriever, Vandenberg

Air Force Special Operations Command (AFSOC): Hurlburt (and GSU locations)

Air Mobility Command (AMC): Fairchild, Grand Forks, MacDill, McChord, Pope, Travis

Centrally-funded Training Program: Worldwide

Pacific Air Force (PACAF): Anderson, Eielson, Elmendorf, Hickam, Kadena, Kunsan, Misawa, Osan, Yokota

US Air Force Academy (USAFA): USAFA

US Air Forces in Europe (USAFE): Aviano, Incirlik, Lajes, Lakenheath, Mildenhall, Spangdahlem, RAF: Molesworth, Menwith Hill, Alconbury, Croughton, Upwood, and UK GSU locations

The human resources portion of NSPS includes classification, compensation, performance management, staffing, and workforce shaping elements. Employees converting into the new system will be converted to pay bands, which replace the traditional grades found under the General Schedule (GS). Employees will also receive new performance plans designed to link to their organization's mission and strategic goals. First performance pay increase for eligible Spiral 1.2 employees will be January 2008.

Training Update

“Training is critical to the successful transition to NSPS,” according to Mary E. Lacey, the NSPS program executive officer. “We want to give organizations sufficient time to train employees, do it right and implement when they are ready.”

With the goal of making NSPS training available to as broad a spectrum of employees as possible, AF has been busy spreading the word about training opportunities. A good first stop is the training page on the DoD PEO’s website (<http://www.cpms.osd.mil/nsps/training.html>). On this site, you can find the on-line training course **NSPS 101**, which includes a conversion tool that allows employees to see an estimate of the value of their within-grade increase (WGI) as well as their NSPS career group and pay band.

NSPS-specific training will be available for those employees and supervisors who are converting in Spiral 1.2. All employees in this group should sign up for **HR Elements for Managers, Supervisors and Employees**, an auditorium-based course that provides an overview of NSPS; participants learn basic NSPS concepts such as career groups, classification, pay banding and pay progression as well performance management. **Performance Management for Employees** is a one-day classroom training opportunity that provides more in-depth information on how to work in a performance-based organization; how to develop performance-based objectives; and how performance will be rated under NSPS.

Performance Management for Managers and Supervisors is geared toward supervisors who will be working within the NSPS performance management system. The two-day class helps supervisors and managers become familiar with how to develop effective performance plans and appraise and rate employees fairly.

Pay Pool Management is a three-day class specifically designed for those supervisors and managers who are part of the pay pool process. Using a hands-on approach, attendees learn to apply the principles of pay pool management under NSPS and gain practical experience in participating and understanding the pay pool process to ensure fairness and equity.

NSPS and Air University

Reflecting the increasing importance of NSPS to AF civilian and military leaders, many of the professional education courses conducted by Air University are being modified to include NSPS-specific information in their curriculum. Air War College, for example, invites NSPS experts to address the topic; Air Command and Staff College has embedded information on NSPS into the course and invites experts to brief the class; Squadron Officers School plans to introduce NSPS into the school’s Total Force lesson readings; and at the AF Human Resource Management School, instructors include NSPS in virtually every course.

NSPS Fact Sheets, Brochures, and Video

The NSPS Program Executive Office has prepared a number of guides and fact sheets to help education the DoD workforce about NSPS.

The **Conversion Fact Sheet** provides general information about converting to NSPS, the within-grade-increase 'buy-in' and the effect of conversion on career conditional and probationary employees.

The **Local Market Supplements (LMS) Fact Sheet** provides information concerning additional payments to employees in specified local market areas, occupations, specializations, or pay bands where base pay is not considered adequate in comparison to local pay band rate ranges.

The **Pay for Entry/Intern/Developmental Positions Fact Sheet** provides specific information and examples of NSPS conversions for employees assigned to developmental positions under the GS system.

A new brochure, **Pay Pool Process at a Glance**, is also available. This document provides a broad overview of the pay pool process and information about how the process works.

The PEO website also features a video, **Towards a Mission-Centered Workforce**, which provides a brief history of NSPS and an overview of NSPS elements as well as commentary from individuals who assisted in the development of the program and those who have worked under existing programs with similar characteristics.

These fact sheets and other informational material may be found at the PEO website (<http://www.cpms.osd.mil/nsps/>).

AF Web Site

The Air Force NSPS website is available to the public on AF Link.

The address is <http://www.af.mil/library/nsps-af/index.asp>.

Back Issues

To view previous editions of the NSPS Newsletter, visit the [AF NSPS website](#).

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